



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

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Director

July 18, 2016
ADDENDUM #4

RFP No.:0345

Receipt Date: July 22, 2016

For: Security Systems Equipment Maintenance, Repairs, Replacement, Installation, etc. of an Existing Security Access and Video Management System for the Department of General Services – Security Division.

GENERAL:

- This addendum revises Attachment “B” Part 2.

As this attachment pertains to the Price Schedule Attachment “C”; see the attached revised Attachment “B” – Part 2 specifications as they include changed information.

The changed information has been printed in BOLD ITALIC to reflect the changes and or clarifications.

Sincerely,

Sidney Duffy

Sidney Duffy, Buyer II
Jefferson Parish Purchasing Department

RFP SUBMISSION:

Proposer must acknowledge all addenda on the signature page. Proposer acknowledges receipt of this addendum on the signature page by entering the number that has been assigned to this addendum

This addendum is a part of the contract documents and modifies the original RFP documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

REVISED ATTACHEMENT "B" – Part 2

Maintenance Proposal and Contractors Specifications

~~A. The SECURITY CONTRACTOR shall be a local installation and service organization with office(s) within 50 miles of Jefferson Parish. The SECURITY CONTRACTOR shall be currently recognized as a factory authorized representative by the primary manufacturers (Lenel, Pelco, Panasonic, Dedicated Micro's, AXIS) of the equipment used by Jefferson Parish. Letters of SECURITY CONTRACTORS authorization on manufacturers' letterhead TO BE PROVIDED AT TIME OF PROPOSAL SUBMISSION. Information to be included in authorization letter will be the date when SECURITY CONTRACTOR became authorized and approximately yearly sales volume of equipment purchased from manufacturer.~~

The SECURITY CONTRACTOR shall be a local installation and service organization with office(s) within 50 miles of Jefferson Parish. The SECURITY CONTRACTOR shall currently be an authorized dealer and installer of the existing system or of the system the contractor propose to install. Letters of SECURITY CONTRACTORS authorization on manufacturers' letterhead TO BE PROVIDED AT TIME OF PROPOSAL SUBMISSION. Information to be included in authorization letter will be the date when SECURITY CONTRACTOR became authorized and approximately yearly sales volume of equipment purchased from manufacturer.

- B. The SECURITY CONTRACTOR *or sub-contractor* shall have been in business as electronic Access Control and Closed Circuit Television systems provider in Jefferson Parish for a minimum of 5 years. As proof, Jefferson Parish Occupational licenses or Jefferson Parish Sales Tax Exemption certificates must be submitted with vendor proposal.
- C. The SECURITY CONTRACTOR shall carry a complete stock of parts to provide maintenance for these systems. This stock shall be kept at business site. At time of proposal a complete list of equipment in stock for maintenance shall be provided. Jefferson parish reserves the right to inventory local stock to verify.
- D. At time of proposal submission, the SECURITY CONTRACTOR *or sub-contractor* shall be licensed by the state or local jurisdiction to perform security work within the state. Contractor shall provide copy of this license at time of proposal submission. Contractors who have security licensed or permits pending shall not be considered acceptable for submitting proposals on this project.
- E. The SECURITY CONTRACTOR shall assure that all personnel working on the project are registered with the state or local jurisdiction Systems Licensing Board as provided for by current state statutes. Contractor shall provide copies of these licenses with proposal submission.
- F. At the time of proposal, the SECURITY CONTRACTOR shall provide satisfactory evidence of liability insurance and Workman's Compensation coverage for employed personnel as required by law.
- G. Because *Mercury* is the backbone for Jefferson Parish, the SECURITY CONTRACTOR shall have currently working in local office(s) a minimum of 5 *system* certified technicians to provide an on-site factory-trained service and installation. SECURITY CONTRACTOR shall provide proof by supplying copies of training certificates with dates of training and payroll verification for same technicians.

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Maintenance Proposal and Contractors Specifications

Also SECURITY CONTRACTOR shall provide in writing on *installed system* letterhead proof that SECURITY CONTRACTOR has been *an authorized* dealer for minimum last 2 years.

- H. All of the SECURITY CONTRACTOR'S personnel and operating forces including subcontractors and delivery personnel, shall be made aware of, and shall comply at all times, with the regulations, project requirements, and directions of responsible OWNER personnel.
- I. The SECURITY CONTRACTOR'S personnel shall be qualified to accomplish all work promptly and satisfactorily. The OWNER shall be advised in writing of all designated service and support personnel responsible for installation as well as pre and post warranty service.
- J. The SECURITY CONTRACTOR shall install all system components and appurtenances in accordance with the manufacturer's specifications, referenced practices, guidelines, and applicable codes. Furnish all necessary interconnections, services, and adjustments required for a complete and operable system as specified.
- K. All low voltage wiring outside the control console, cabinets, boxes, and similar enclosures, shall be plenum rated where required by code.
- L. All exposed wiring inside and outside the control console, cabinets, boxes, and similar enclosures, shall be dressed down neatly and secured with wiring cleats or wire ties.
- M. All exposed metallic flexible conduit and armored cable shall be dressed down neatly and secured with low profile, metal fasteners.
- N. All junction boxes and small device enclosures below ceiling level and easily accessible to employees or the public shall be covered with a suitable cover plate and secured with tamper proof screws.
- O. System devices identified on building drawings are intended to generally indicate areas where such devices are to be located. SECURITY CONTRACTOR shall be responsible for determining final location of these devices in accordance with OWNER'S requirements.
- P. Riser diagrams are schematic and do not show every conduit, wire box, fitting, or other accessories. Provide such materials as necessary for a complete and functioning installation. Install in accordance with referenced codes and these specifications. Use weatherproof equipment or covers where installed in areas exposed to weather.
- Q. The SECURITY CONTRACTOR is required to place entire system into full and proper operation as designed and specified.
 - 1. Verify that all hardware components are properly installed, connected, communicating, and operating correctly.
 - 2. Verify that all system software is installed, configured, and complies with specified functional requirements.

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- R. The SECURITY CONTRACTOR shall perform final acceptance testing in the presence of OWNER'S representative, executing a point by point inspection against a documented test plan that demonstrates compliance with system requirements as designed and specified:
1. Submit documented test plan to OWNER at least (14) days in advance of acceptance test, inspection, and check-off.
 2. Conduct final acceptance tests in presence of OWNER'S representative, verifying that each device point and sequence is operating correctly and properly reporting back to control panel and control center.
 3. Acceptance by Owner is contingent on successful completion of check-off; if check-off is not completed due to additional work required, re-schedule and perform complete check-off until complete in one pass, unless portions of system can be verified as not adversely affected by additional work.
 4. The system shall not be considered accepted until all acceptance test items have been successfully checked-off. Beneficial use of part or all of the system shall not be considered as acceptance.
- S. The SECURITY CONTRACTOR shall provide system operations, administration, and maintenance training by factory trained personnel qualified to instruct:
1. OWNER designated personnel to be trained.
 2. Provide 100 hours hands-on training per year at no extra cost with operational equipment.
 3. Training shall be oriented to the specific systems being installed under this contract as designed and specified.